AIRCRAFT DISPATCHER

UNIT 3 – FLIGHT FOLLOWING

STUDENT GUIDE

UNIT OBJECTIVES

1. Identify how Administrative, Non-Administrative, Point-to-Point, and Special-Use Flights will be tracked.

2. Define three types of flight following.

3. List the pieces of information required to effectively flight follow.

4. Determine whether flight following or resource tracking is required.

5. Define the terms overdue, missing, and downed aircraft.

6. Identify where procedures for handling overdue, missing, or downed aircraft can be found.

7. Identify the two ways a flight plan can be closed out.

I.   TERMINOLOGY

    A.   Scheduling Unit

    B.   Receiving Unit

II.   FLIGHT FOLLOWING & RESOURCE TRACKING

    A.   Flight Following

        •   The knowledge of the location and condition of an aircraft,
                with a reasonable degree of certainty such that, in the event of a
                mishap, those on board may be rescued.

    B.   Resource Tracking

        •   The process by which an agency can request the pilot, chief of
                party, or flight manager to relay flight status at designated
                intervals.

C. Types of Flight Following

    1. Visual Flight Rules (VFR)

    2. Instrument Flight Rules (IFR)

D. Four methods of flight following

    1. Agency Check-ins (VFR)

    2. FAA, VFR

    3. FAA, IFR

    4. Resource Tracking (IFR or VFR)

E. Dispatch tools for flight following:

    1. Flight schedule

    2. Flight strip

3.   Radio logs with maps and timers

4.   Computer-aided dispatch system (CAD)

F.   Information for Effective Flight Following

      1.   Itinerary (ATD/ETD)

      2.   Method of flight following (FAA, agency)

      3.   Number of persons on board

      4.   Destination

      5.   Flight route

      6.   Fuel on board

G. Necessary information during in-flight check-ins

　　1. Current location

　　　　• Latitude/longitude

　　　　• Description of physical location

　　2. Direction of travel or heading

H. Flight Plan close out methods

　　1. Positive communication via radio or telephone from the pilot or chief of party/flight manager at destination

　　2. Positive confirmation of the aircraft being passed or "handed off" to another unit

I. Emergency Procedures

　　1. Crash Rescue

　　　　a. Overdue Aircraft

　　　　　　• An aircraft that hasn't made contact or can't be contacted 30 minutes past the scheduled time

b.　Possible Missing Aircraft

- An aircraft that has missed two consecutive scheduled contacts

c.　Downed Aircraft

- An aircraft that is known to be down OR has not made contact during the time for allowed fuel on board

2.　Search and Rescue

a.　Who is responsible for search and rescue?

b.　What are the requirements for your agency and search and rescue?

c.　Where would you find this information?

J.　Publications

1.　Agency/Unit Aviation Plan

2.　Crash/Rescue Plan

3.　Search and Rescue Plan

NOTES